

CALLAHAN SCHOOL BUILDING COMMITTEE

Meeting Minutes

MEETING PLACE: Callahan School Principal's Office

MEETING DATE: January 30, 2006

MEETING TIME: 6:30 PM

MEMBERS PRESENT:

David Brunetti

Mark Brizard

Roger Robert

Andre Auclair

Barry Lowe

Mike Coutu

MEMBERS/STAFF ABSENT:

None

STAFF/CONSULTANTS PRESENT:

Karen Ostroff, Ex-Officio

David DeQuattro, RGB

Nancy Binns, Town Council Liaison

Barbara A. VonVillas, School Dept.

Mary Karmozyn, School Committee Chair

John Mainville, Town Finance Director

Dawn Bailey, Clerk of the Committee

Russell Jennings, Clerk of the Works

STAFF/CONSULTANTS ABSENT:

Gordon Richardson, School Department

OTHERS PRESENT:

Armand Lusi, Lusi Construction

Bob Windsor, Superintendent of Project, Lusi Construction

Kevin Thibodeau, Project Manager, Lusi Construction

CALL TO ORDER: Meeting called to order at 6:32 PM

APPROVAL OF MINUTES:

Request to approve the minutes for the 1/17/2006 meeting

Request to amend minutes of the January 17, 2006 meeting in regards to statement made about the gutters. The gutters will consist of 6-inch aluminum and down spouts to be included. In addition, Mary Karmozyn stated that Dick Peck is from the American Legion.

A motion to approve the minutes for the 1/17/06 meeting was made by Mark Brizard and seconded by Andy Auclair. With no further discussion, the vote in favor was unanimous.

APPROVAL OF INVOICES - None

CITIZENS COMMENT: Kevin Blais, Harrisville, RI stated that he would

Speak and ask questions in regards to specific comments that are on the agenda when the items are addressed. There was discussion in regards to how to handle the open meeting. After brief discussion David Brunetti, Chairman and Mark Brizard, Vice Chairman decided that the committee would need to obtain clarification on the Rhode Island Open Meeting Laws.

OLD BUSINESS

Dave DeQuattro discussed having a completed contract sent to Lusi by 1/31/06.

Armand Lusi held a discussion regarding a start date timetable. He is anticipating a March 15, 2006 start date, but will have a more firm schedule by the next meeting.

Clerk of the Works

Russell Jennings has accepted the terms given to him for the position of Clerk of the Works. There was a discussion on whether he had to fill out the DWC-11 (Workers Compensation) form or not. David Brunetti suggested that John Mainville, Finance Director, clarify this issue. Mr. Jennings also was informed that a classroom with telephone service, internet access, a locking door and a large table would be provided. He will also have access to a fax machine when needed. Dave DeQuattro will be providing Mr. Jennings with a complete set of drawings. Mr. Jennings raised the question about a pre construction kick off meeting. Lusi Construction, Mr. Jennings and Dave DeQuattro agreed to a pre-construction kick off meeting to

be held at the offices of Lusi Construction on February 15, 2006 at 1:00 PM.

Karen Ostroff updated the committee on the traffic issue. She had a meeting with Charlotte (Cookie) Gabrielson of Laid Law Bus Company in regard to the flow of traffic during school hours on Foster Street and Maple Street. They determined the safest route for the busses to follow would be to enter Foster Street from Chapel Street in the mornings. The children would enter the school thru the back doors. The busses would then take a right onto Maple Street and out to School Street. There would be a need to find out if Chapel Street is a state road due to a possible need for a curb cut. David Brunetti made a comment that the committee is only proposing a plan at this time and there will be no action on this topic until information is received from Richard Bernardo, Burrillville Director of Public Works and Engineering Services.

There was also an update in regards to the playground by Karen Ostroff. According to Karen, Cheri Hall (Director of Parks and Recreation) has proposals to submit and, when available, will send a set of tentative diagrams to the Committee. Dave DeQuattro will provide a set of CAD plans. Barry Lowe questioned if the final plan for the playground will affect Lusi with their construction. Per Kevin Thibodeau, Lusi will schedule construction around the mulching of the playground. Dave DeQuattro also reassured the committee that there would be coordination of the mulching. Roger Robert

questioned how much of the cost will come out of the building funds. Karen Ostroff stated that it is in the process to obtain grants, OSP monies and BEC surplus funds.

Roger Robert wanted to know how the roof repair work was to be handled. David Brunetti stated that the roof repair work appears as part of the contract with Lusi Construction (it appears as Alternate #1).

Kevin Blais, Harrisville, RI wanted to comment that mulch is prohibited in playground. He asked the committee to look into the issue. He stated that there are other products that could be used safely in a playground.

NEW BUSINESS

Dave DeQuattro stated that the contract would be a standard AIA contract. The letter of intent sent to Lusi will be added as an exhibit to the contract. The contract will be sent to Solicitor Kane's office for review and to the offices of Lusi Construction. David Brunetti stated that Mike Wood (Town Manager) and John Mainville (Finance Director) need to review the contract.

Regarding the agenda item of discussion and action relative to granting of limited authority during construction, at the previous meeting (1/17/206), David Brunetti stated that voting members should

think about whether or not if they wanted to grant limited authority or not have it all. He stated that, per Solicitor Kane, the committee could grant limited authority to a member and an alternate, if so desired, to make a decision on unforeseen matters that may arise during construction and on which an immediate decision is required.

A motion was made by Mark Brizard and seconded by Andy Auclair such that the person and back up person to which limited authority would be granted must be available on a 24 hours per day basis and be around town most of the time. With no further discussion, the vote in favor carries.

Roger Robert volunteered as the primary person and Mike Coutu volunteered as the alternate. With no further discussion, Roger Robert was voted unanimously as the primary and Mike Coutu as the alternate.

It was requested by the chairman that Roger Robert and Mike Coutu supply their respective contact information Russell Jennings (Clerk of the Works), Dave DeQuattro (RGB), and Karen Ostroff, Principal. Barry Lowe questioned the definition of the scope of the authority. David Brunetti stated that the scope was defined as being a construction-related situation in which RGB Corp., Lusi Construction, and Russell Jennings, working together, could not make a decision and such item required that an immediate decision be made so that the issue would not hold up progress on the project or such decision would be needed to avoid a safety or environmental issue.

Mary Karmozyn gave an updated in regards to the painting of the flagpole. She has stated that Dick Peck of the American Legion is very interested. He stated that he would probably have the opportunity to work on the flagpole throughout the year, but would have to come and look at it to see how this could be done.

Roger Robert has contacted Advance Sign. He is waiting for them to get back to him.

Nancy Binns stated that another avenue maybe checking with Pascoag Electric.

Mark Brizard also stated that Lusi Construction would have the lift on site.

GENERAL DISCUSSION

Dave DeQuattro discussed the drop off area on Maple Street and the parking issues with the curb around the pole. They are in the process of trying to add the parking spaces without moving the pole, which is costly. Dave Brunetti felt that they should try and make sure that there are more parking spaces than the amount that is being taken away by the playground being added to the rear of the building. Karen brought up the idea of putting the parking on the Foster Street side to avoid cars backing out onto Maple Street when the busses where there.

Roger Robert brought up the discussion of the gutters. There was a question regarding the pricing originally given for the gutters. Roger questioned the keeping of the existing gutters. Kevin Thibodeau

stated that they would need to get on the roof to check the condition of the gutters. David Brunetti requested a sketch and price for the next meeting.

ADJOURN

A motion was made by Mark Brizard and seconded by Mike Coutu to adjourn the meeting at 8:35 PM. With no further discussion, the vote in favor was unanimous.

MINUTES APPROVED BY:

David Brunetti, Committee Chair Mark Brizard, Vice Chair

Date: _____

Date filed with Town Clerk: _____

Next Meeting Date: February 27, 2006